

**Dover Parks and Recreation Commission
Meeting of June 2, 2014
Meeting Minutes**

P&R Commissioners In Attendance: Chris Boland, Nancy Simms, Scott Seidman, Peter Davies, Eric Loeffler

P&R Employees In Attendance: David MacTavish, Mark Ghiloni, Amy Caffrey

Others in Attendance: James Stuart

The meeting was called to order at 7:45am.

Acceptance of Minutes

April 7th Meeting Minutes approved 4-0

May 12th Meeting Minutes approved 4-0

Park and Recreation Commission:

Chairman: Chris Boland voted Chairman 5-0

Secretary: Eric Loeffler voted Secretary 5-0

Treasurer: Nancy Simms voted Treasurer 5-0

Well/Irrigation Plan

Dave distributed irrigation and maintenance plan with estimates.

Caryl Park...\$6056.68

Chickering...\$9324.47

Caryl Park Baseball Field...\$3215.14

Upper Chickering behind the school...\$6024.52

Chickering next to the basketball court...\$76,789.84

Nancy asked if we could get a copy of the soil samples for both the Caryl and Chickering fields.

Chris stated that we need a baseline cost for maintaining each field. Peter added that we need to develop a paper document that outlines the history of the fields and current practices. This document must include Maintenance, Usage and Water.

Scott asked about the baseball fields and if each field is given the same treatment. More clarification was needed from Sports Turf Specialists and the specific estimates. In addition, the Commission wanted to know how long it would take to get Caryl to the level of Chickering fields.

Dave mentioned that he will invite both the turf and irrigation specialist to the next meeting to report on their findings and develop a report to distribute to the Commission.

Dave updated the Commission on the well project. DL Maher will be completing the work in June 2014.

Appoint Staff and New Staff

Dave stated that the department has hired Mark Stephenson to fill the heavy equipment operator and groundskeeper. He started on May, 29, 2014.

Follow Up and New Business

Dave asked Commissioners to complete reviews on him and submit to the town. All reviews of full time hourly staff have been completed.

Dave mentioned that the Parks and Recreation dept. submitted a FY15 forecast to the Accounting Dept. (Estimated FY15 balance of \$333,919.15)

Dave stated that the front Chickering field is in good shape and Caryl Park are in good shape.

Commission must appoint director at next meeting.

Next meeting was scheduled for July 1, 2014 at 7:45am.

The meeting was adjourned at 9:22am.

Respectfully submitted,
Mark Ghiloni, Assistant Direct of Park and Recreation